

Annex to contract dated 14 May 2007 between Uganda Program of Literacy for Transformation (UPLIFT) and Norwegian Baha'i committee for Social and Economic Development (NorSED) covering project cooperation: Rural Education Empowerment Project (REEP)

PROJECT DESCRIPTION, GOALS, OUTPUTS AND BUDGET COVERING THE CALENDAR YEAR 2008

1. Project Description and background

The target group is illiterate adults in Nebbi District, in the Lower West Nile Region of Northern Uganda. The project will contribute to reaching the Millennium Goal for literacy in this area. It will also contribute to gender empowerment as females are highly overrepresented (over 70%) as illiterates in the target area.

During the three-year project UPLIFT will provide literacy training (70 two-hour sessions) to 6.000 individuals (reduced from original figures of 7.500). This will be done in close collaboration with local/district government.

Through training provided by UPLIFT, local and district government will be supplied with empowered human resources that can support community development program activities (outside the scope of this project).

Local UPLIFT groups will establish themselves as registered community-based organizations (CBO's) who can work independently with government and other development agencies.

2. Overall development objectives/goals

To plan, in close collaboration with government, to reach the Millennium Goal for Education in Uganda by providing informal basic education (literacy training) to illiterate adults in Nebbi District.

To develop grassroots capacity to carry on literacy training programs and community development in local areas of Nebbi District after project completion.

To strengthen the institutional capacity of UPLIFT as an effective and sustainable CSO in Uganda that can continue to work with government in filling informal educational and developmental gaps in Uganda.

3. Project activities

1. **Community meetings** will be held in locations where activities are to be commenced, to provide information about the program and to ensure community support.
2. **Mentors** will be trained and accredited. This includes formal, in-service and refresher training.
3. **Area coordinators** will be trained and accredited. This includes academic/vocational upgrading in the form of seminars/scholarships.

4. **Curriculum development** will be continued, using an experiential approach and based on community needs.
5. **Literacy training** will be conducted by mentors in target areas.
6. **Area resource centres** will be established to provide a point of local contact for course participants and others, storage of supplies and library services.
7. **Informal meetings** will be carried out with local leaders, students, etc. on a regular basis, to ensure continued cooperation, understanding and support.
8. **Local Associations** will be formed as independent community-based organizations (CBO's), to continue with training and development activities. UPLIFT will provide some support as these CBO's grow and develop.
9. **Institutional development** will be carried out to ensure that UPLIFT evolves as a specialized institution for informal education, working in private-public collaboration with government to fill educational gaps in Uganda.
10. **Monitoring, evaluation and research** will be carried out

4. Outputs for 2007

1. Project staff and volunteers will continue their work.
2. 2.000 individuals will be given literacy training.
3. Training materials will be produced and distributed.
4. The Kampala Office, 1 district office and 4 resource centres will continue to function and provide logistical support to teaching activities
5. UPLIFT will continue to establish independent CBO's (Community-based Organizations) that can function on their own and source funding from local and district government for their activities.
6. UPLIFT will increase its efforts to source funding from one other source (other than NorSED/Norad).

5. PROJECT EXPENDITURES

The project will cover the following expenses in 2008:

5.1. Capital Investment

Capital expenditure is reduced from USD 5.900 in 2007 to USD 1.600 in 2008.

Expenditures include

- 1 power inverter
- 5 replacement bicycles
- Sundry equipment

Comments:

The original application to Norad for 2008 included one used vehicle, which is urgently needed by the project to provide effective transportation and use of project staff.

5.2. Personnel

Board Members will continue to provide their services free-of-charge. The project will continue to employ:

- 1 Program Director
- 1 Project Officer

5.3. Office Expenses

The following office expenses are to be covered:

- Main Office in Kampala
- District Office in Nebbi
- 4 Resource Centres

Comments:

The main office in Kampala is vital and provides a point of contact and reference for UPLIFT activities and networking. The district office and resource centres (one or two room rentals) are vital for the same reason in the target area. Expenses include rent, utilities, communication, renovation and some office supplies.

5.4. Transportation Expenses

The project will continue to use public transport. Funds for a project vehicle will be applied for in 2009.

5.5. Training and capacity-building

The following training expenses are to be covered:

- Mentor training
- Area coordinator training
- Community literacy training
- Technical support

Comments:

The project is being sustained through a significant voluntary effort by board members, local mentors and area coordinators. Minimal allowances are being paid at present (to mentors and area coordinators). Voluntary effort is considered to have reached a maximum level.

Costs for the Area Review Forum which UPLIFT will initiate will be covered by the Ugandan LITNET organisation, and not by project funds as originally planned. The willingness of LITNET to cover these costs is a result of the work currently being done through this project.

5.7. Monitoring, Evaluation & Research

The planned mid-term evaluation will be carried out in 2009.

5.8. NorSED technical support

The amount for technical support being provided by NorSED is reduced from USD 5.000 in 2007 to USD 2.000 in 2008.

6. BUDGET

The minimum financial requirement for 2008 project activities is calculated at USD 81.000. After extensive consultation and cost centre reduction it was not possible to further reduce total costs without jeopardizing project objectives. Funding provided by Norad falls short of this amount by USD 4.800. UPLIFT has agreed to cover this gap by sourcing voluntary contributions from sponsors that have previously supported UPLIFT.

Budgeted figures in USD are converted at a rate of 1 USD = 5,4 NOK. Current exchange rates at point of signing this document are USD 1 = 5,24 NOK. The signed Main Contract states: *“Regardless of the rate of exchange between Ugandan Shilling/USD/NOK at any given time, the budgeted amounts in NOK shall always supersede.”*

Cost Centre	2008 Revised USD	2008 Revised NOK
A. Capital Expenditure		
A1. Office equipment	1 100	5 940
A2. Transport	500	2 700
Total for A: Capital Expenditure	1 600	8 640
B. Recurrent Expenditure		
B1. Local staff	27 400	147 960
B2. Training & capacity-building	35 900	193 860
B3. Resource centres/offices	12 700	68 580
B4. Transport	1 400	7 603
B5. Evaluation & Research	0	0
B6. Technical Support	2 000	10 800
TOTAL for B: Recurrent Expenditure	79 400	428 803
C: Project Revenues		
Sale of goods/services	0	0
TOTAL for C: Project Revenues	0	0
TOTAL (A+B-C):	81 000	437 443

Financial Plan:		
Total project expenses:	81 000	437 443
- local contribution from UPLIFT	4 800	25 920
= Financial requirement	76 200	411 523
- Applicant organization's (NorSED) contribution (min. 10%)	7 620	41 152
= NORAD's share (max. 90%)	68 580	370 371
+ Administrative supplement . (max. 8%)	5 480	29 630
=Total applied for	74 060	400 000

Kampala, Uganda
3 March 2007

Santa Kayonga
Chairperson UPLIFT Board

Michael Vitols
NorSED